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Meeting Minutes

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Civil Service Council

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Civil Service Council Minutes
May 1, 2007

Member Present:

Julie Likins, Cathy Kimball, Jenny Stout, Kathy Murphy, Tami Duzan, Michelle Morgan, Angie Campbell, Brad Green, Heidi Hawkins, Janet Werden, Suzanne Mathews, and Paula Embry.

EAC Representative:

Julie Benedict

Others Present:

Jill Nilsen

Members Absent:

Jerilyn Hutson, Dennis Malak, John Bailey, Teresa Sims, Lionel Sanders and Julie Wilkerson.

President Heidi Hawkins called the meeting to order at 8:05 am.

- I. Jill Nilsen provided a legislative update to the Council. Her office is currently tracking about 50 bills that affect EIU.
 - a. The governor has proposed a 1.9% increase to the EIU appropriated budget. Budget increase would come from the Gross Receipts Tax Bill if passed, if it does not pass, we would not get this increase. EIU is second on the list for a capital budget increase of 1.5 million dollars. This money would go to the Fine Arts building project.
 - b. The Smoke Free Illinois Bill that would prohibit smoking for all state buildings and within 15 feet of an entrance to those buildings has passed the Senate and is now on the House.
 - c. The Harper Rainey College Bill would allow the community college to offer 4 year bachelor degrees at community colleges in the State.
 - d. HB 414 would allow community colleges to provide students with resident housing.
 - e. Bill to develop a uniform student identification code has been discussed. This code would move with a student.
 - f. College Campus Press Act is dead
- II. EAC Report – Julie Benedict
 - a. Julie attended a meeting last week and a major topic was principal administration exempt. i.e. A/P versus Civil Service. Question was raised if we are losing more civil service positions to administrative professional positions.
 - b. The EAC representative manual is being revised to define the responsibilities.

- c. Council will look into sponsoring an event where SURS and Civil Service System representatives could make a presentation to the EIU community.
- III. Approval of Minutes - Minutes from the April 3, 2007 meeting were approved (Werden/Campbell).
- IV. Committee Reports
 - a. Legislative (Mathews) – Nothing new to report. Susanne Mathews will contact Terry Weidner to present an update for the next meeting.
 - b. Personnel/Grievance (Duzan, Campbell, Green) – Nothing new to report.
 - c. Recycling – Nothing new to report.
- V. Financial (Embry) – Nothing new to report.
- VI. Human Resources – Nothing new to report.
- VII. Old Business
 - a. Archive File disposal (Kimball) – Jerilyn Hutson has forwarded the document to Cathy Kimball and Cathy has submitted the request to the Illinois Secretary of State, State Records Commission. Four items were on the request form.
 - b. Civil Service Council Scholarship (Campbell, Green, Morgan) – Heidi Hawkins hand delivered the agreement form to Karla Evans. Brad has requested an update on the amount collected so far. He will email the Council what he finds out. Once it is approved by the Foundation Board in June, the Council will form a new committee to plan the application process, design an application form and select winners once the scholarship is ready to be given.
 - c. Constitution Committee report (Hawkins) – Brad Green distributed a summary of the proposed changes to the Constitution. Email Brad if you would like to add anything else. Tami Duzan added she would like the committee to look at the member election process as well as process for the election of officers. Other items suggested were changes to the required monthly meetings during the summer months; possibly suspending those meetings.
 - d. Spring Fling – Food and soda have been ordered. Flyer has been designed and copied. Flyer will go out this week in campus mail.
 - e. Campus visibility – There was discussion on how the Council can gain more visibility across campus.
- VIII. New Business
 - a. Webmaster (Green) – Brad Green will not be running for re-election to the Council as he was elected to Staff Senate. Therefore he is stepping down as Council webmaster. Michelle Morgan volunteered to be the webmaster. Motion to appoint Michelle Morgan as webmaster (Hawkins). Approved (Duzan/Green).

- b. Performance Appraisal (Hawkins) – Vice President Cooley met with the Executive Committee regarding a possible change in language to the EIU Performance Appraisal policy. Proposed changes will be emailed to the council for review and it will be discussed at the next meeting.
- c. Dr. Perry to visit Civil Service Council (Green) -- Brad Green would like for the incoming President, Dr. Perry, to visit with the Council. Heidi Hawkins will set up a possible meeting.
- d. Council will invite Vice Presidents and President to the first Fall meeting of the council.

Motion to adjourn: Meeting adjourned at 10:12 a. m. (Murphy/Green)

Respectfully submitted,

Michelle Morgan, Recorder

The next scheduled meeting of the Civil Service Council is Tuesday, June 5, 2007 at 8:30 am in the Greenup Room of the MLK Union. All Civil Service, non-negotiated employees are welcome and encouraged to attend.